



Houston KROI, KMJQ, KBXX
Political Broadcast Advertising Disclosure Statement
EFFECTIVE as of 9/9/16

Legally Qualified Candidates: The stations provide political advertising to candidates who are legally qualified by either (1) publicly announcing their candidacy for a specific office; or having made a substantial showing of genuine candidacy, and (2) if elected, are qualified under the applicable federal, state or local law to hold office. Candidates for federal office are afforded “reasonable access” to air their political commercials. The stations are not required by law to sell advertising time to state and local candidates. Nonetheless, the stations maintain the right to exercise our good faith judgment to determine which state or local races, if any, are of greatest significance and therefore the stations may refuse to sell time to candidates for non-federal races.

Candidate “Uses”: A “use” is defined as a non-exempt *positive appearance* on the air by a legally qualified candidate in which, the candidate’s voice is identified or is “readily identifiable” by the listening audience. Thus, “use” can be conveyed by the candidate reading the sponsorship tag or the candidate being identified as the person reading the tag; i.e., “Paid for by...” or “Sponsored by...” Such sponsor identification complies with the requirements of Section 317 of the Communications Act. The purchase of time by the candidate or the candidate’s authorized campaign committee, or authorized agent with the use of the candidate’s voice to promote his or her election to office, qualifies as authorized “use”.

Equal Opportunities: A station that permits a “legally qualified” candidate for public office to “use” its facilities must then afford “equal opportunities”, often referred to as “equal time,” to all other candidates for that office. A candidate acquires a right to equal opportunities only when an appearance is made by an “opposing” candidate. A candidate’s right to equal opportunities arises only when a timely request is made, and such requests must be made within seven days of an appearance by an opposing candidate. The stations also may limit the amount of time sold if: (1) the grant of the request would seriously interfere with the station’s duty to program in the public interest or (2) the grant of the request would give the last-minute purchaser an unfair advantage over opposing candidates by allowing him or her to saturate broadcast time during the last few days before an election.

Political Rate Window: Political rates for legally qualified candidates are available during the 45-day period before a primary or primary run-off election and during the 60-day period before a general or special election. Under the “lowest unit rate” (LUR), and within the political windows for specific elections, the stations extend their most favorable quantity or volume discount to any legally qualified candidate regardless of the number of commercials purchased by the candidate. The LUR applies only to charges made for the same class and amount of time. The LUR is based on the most favored rates during the relevant weeks within the political rate window at the time of the request by a candidate to air his or her commercials. Since the most

avored quantity and volume discounts may vary within the political period, each station's LUR may vary. Outside of the political rate window for LUR, the stations may extend commercial time to legally qualified candidates at prevailing rates.

Other Ballot Advertising: Generally, "issue advertising" does not involve programs or announcements advocating the election or defeat of a political candidate. Accordingly, issue advertising is not subject to the general political broadcasting rules and not afforded the LUR. Nonetheless, issue advertising must comply with the FCC's rules on sponsorship identification and sponsorship list retention within the public file. Political action committees, other organizations, and individuals unaffiliated with a candidate who purchase time advocating the election or defeat of a particular candidate are not entitled to the LUR.

Availability to Place Political Commercials: During normal business hours, 8:30am until 5:30pm, Monday through Friday, legally qualified candidates may place advertising time by completing and signing the *National Association of Broadcasters (NAB PB-18) Agreement Form for Political Candidate Advertisements*, along with payment in advance by cash, certified check, or credit card authorization completed by the candidate or authorized committee. Advertising for political candidates may be placed and aired through Election Day.

Production, Tape, and Copy Delivery: Produced tapes for political commercials must be delivered to the radio station no later than twenty-four hours in advance of the scheduled commercials to ensure compliance with FCC sponsorship identification rules. Copy and any required production for political commercials must be provided to the station a minimum of two business days in advance of airing. Any excessive editing, dubbing, and remote recording will be subject to charges, rates to be determined. The stations reserve the right to alter any political advertisement to ensure compliance with the FCC's sponsorship identification requirements.

Classes of Time: The stations provide different classes of time for political candidates. The identifiable classes of time will define the time period, and the level of preemption, including the LUR. Each class of time and the accompanying rates will be identified in the attachment to this disclosure statement. Preemptible is the "lowest unit rate" and offers the station's most favored volume or quantity discounts. Preemptible time has a level of clearance between 50% and 60%. Non-preemptible time is a level of rates above the "lowest unit charge", having a level of clearance between 85% and 95%. When political commercials are preempted, the stations make every attempt to provide timely make goods within the schedule ordered. Commercials are made good in the same daypart or time period in which they were ordered, or a credit is issued if the commercial cannot be made good within the schedule. While the political candidate is afforded the LUR for the days and dayparts effective during the political window, the candidate may, at his or her own discretion, elect either class of time based on the level of preemption. In the case of candidates for federal office, the stations are required to provide reasonable access to each station's overall schedule. If a particular time period is sold out, the station must provide reasonable access to accommodate such time periods with available commercial inventory. ***Preemptible Restriction** no more than two (2) spots per hour can be purchased by a political candidate per station

Run-of-Schedule (ROS) Spots: ROS spots have been determined a form of discount and the LUR entitles candidates to purchase them if sold to commercial advertisers. Thus, if a station offers ROS spots to commercial advertisers, it must also make them available to: (1) legally qualified candidates for federal office, and (2) candidates in state and local races for which it is selling time. Once a candidate has been provided full disclosure to the benefits and differences in the classes of preemptible time classes and has subsequently purchased time, that candidate

is not entitled to a rebate if another class of time clears at the same daypart. ***ROS Restriction**, a maximum of four (4) ROS spots per day can be purchased across each station.

Non-Candidate/Issue Advertisements: Issue advertisements are spots that do not expressly advocate the election or defeat of a federal candidate, and as such, are not entitled to the LUR charges. Instead, such ads generally refer to legislative matters that involve a controversial issue of public importance that are not sponsored by the candidates' official committees. Stations may charge regular commercial rates for such announcements.

Generally, stations have the discretion whether to accept issue ads. If a station accepts issue advertising, then the station must maintain the public file for certain issue advertisements that communicate "a message relating to any political matter of national importance."

If the spot contains a candidate-authorized "use," then:

- The station may not censor it;
- Reasonable access (for federal candidates) may apply; and
- Equal opportunities may apply.

If the spot does not contain a candidate-authorized "use," then:

- Reasonable access will not apply;
- LUR rules will not apply*; and
- The station may be liable for any defamatory statements, and as such, has a duty to review these spots.

*The LUR provision also does not apply to third party advertisers, including "independent" political action committees (PACS) -- i.e., committees other than a candidate's authorized campaign committee -- even where a candidate's picture or voice is included.

Talent Endorsements/Sponsorships: Any on-air or programming personnel, or any person whose recognizable voice or image appears on Company's stations, prior to becoming a legally qualified candidate, must immediately notify Company's management of his or her intent to seek an elective office. In the Company's discretion, such person may be removed from on-air broadcasts if he or she declares or legally qualifies as a candidate for elective office or engages in any other activity that could reasonably be expected to trigger the equal time provisions of the FCC's political broadcasting rules.

No on-air or programming personnel, or any person whose recognizable voice or image appears on Company's stations, should publicly endorse any candidate for elective office, except with the prior knowledge and consent of Company's management.

No current employee of Radio One Houston or former employee who was employed by Radio One before January 1, 2013 shall be the voice or talent on any political ad aired on any Radio One Houston station.

No political candidate, campaign, or advertising on behalf of a Political Action Committee shall be the specific sponsor of any program or program segment on any of our stations, including newscasts, weather, traffic reports, talk shows or special programs.

Online Political Advertising: the Federal Election Commission imposes disclaimer obligations on political advertising displayed via on the Internet. These requirements apply to federal elections and candidates, and affect commercial website advertising sold by broadcasters, regardless whether it is sold in conjunction with the sale of on-air broadcast time. The regulations apply to all forms of advertising, such as banner advertisements, streaming video, pop-up advertisements, and directed search results.

Online Disclaimer Requirements

- If an online political communication is paid for and authorized by a candidate, or his/her authorized committee or agent, it must clearly state that the communication was paid for by the candidate or the candidate's authorized political committee.
- If the communication is authorized, but is paid for by any other person, the disclaimer must clearly state that the communication is paid for by such other person and is authorized by the candidate, authorized committee, or agent.
- If the communication is not authorized, the disclaimer must clearly state the full name and permanent street address, telephone number, or URL address of the person or organization paying for the communication, and that the communication is not authorized by any candidate or candidate's committee. The size of the disclaimer must be clearly readable (e.g., at least twelve-point font size). It must be contained in a printed box set apart from the other contents of the communication. It must also have a reasonable degree of color contrast.

Online Political or Issue Ads Must Comply with the Following:

- Accepted Online Units: Pre-Rolls, Banners, Pencils and Streaming (No Take Overs or Wallpaper)
- No one candidate or issue group may purchase of more than 25% of a station's online inventory
- All political or issue online advertising shall be Cash in Advance
- All online political ads must be submitted in advance for approval by the National Director of Political Sales or Director of Integrated Marketing

Right to Amend Political Rates and Transactions: The stations reserve the right to cancel or modify any sale of advertising made or contract entered into for the sale of time on the station, pursuant to the FCC's requirements regarding "equal opportunities" and "reasonable access" in the case of federal candidates. Where such cancellations or modifications are necessary, advertisers will be advised and rebates, schedule changes, or other adjustments will be made as may be appropriate

Cash Payments on Political Orders: All orders received and paid in full with cash from political advertisers and or candidates must provide a copy of their identification card or driver's license to be kept on file with Radio One Inc. Business office.

Not an Offer to Sell: This disclosure statement does not constitute an offer to sell time, nor is it a contract; rather, it is a statement of the policies that the stations, in good faith, attempt to follow in connection with the sale and placement of political advertising. The terms of any actual sales of time are contained in the stations' sales contracts and none of the matters contained in this disclosure statement are incorporated by reference in the sales contracts.

Radio One Houston

Political Candidate Rate Card

Rates as of 9/9/16 - All rates subject to change

KROI Dayparts	Preemptible Rate :60	Non-Preemptible Rate :60	Preemptible Rate :30	Non-Preemptible Rate :30
Monday-Friday 6a-10a	\$25	\$100	\$45	\$45
Monday-Friday 10a-3p	\$20	\$75	\$25	\$35
Monday-Friday 3p-7p	\$50	\$100	\$25	\$75
Monday-Friday 7p-12m	\$15	\$30	\$10	\$25
Saturday 6a-10a	\$10	\$40	\$15	\$30
Saturday 10a-3p	\$50	\$50	\$20	\$25
Saturday 3p-7p	\$50	\$50	\$20	\$25
Saturday 7p-12m	\$15	\$25	\$10	\$15
Sunday 6a-10a	\$25	\$25	\$5	\$30
Sunday 10a-3p	\$25	\$25	\$10	\$20
Sunday 3p-7p	\$25	\$25	\$10	\$10
Sunday 7p-12m	\$25	\$25	\$10	\$10
*ROS Monday-Friday 6a-7p	\$25	\$50	\$25	\$40
Monday-Sunday 12m-6a	\$5	\$5	\$5	\$5

Notes: The Preemptible time has a level of clearance between 50% and 60%.

Station is available to take all local, state and federal races.

*Restriction no more than two (2) spots per hour can be purchased by a political candidate per station

*ROS Restriction, a maximum of four (4) ROS spots per day can be purchased across each station.

KMJQ Dayparts	Preemptible Rate :60	Non-Preemptible Rate :60	Preemptible Rate :30	Non-Preemptible Rate :30
Monday-Friday 6a-10a	\$196	\$350	\$100	\$275
Monday-Friday 10a-3p	\$180	\$262	\$190	\$225
Monday-Friday 3p-7p	\$240	\$365	\$250	\$310
Monday-Friday 7p-12m	\$50	\$50	\$40	\$50
Saturday 6a-10a	\$85	\$100	\$35	\$80
Saturday 10a-3p	\$75	\$150	\$70	\$200
Saturday 3p-7p	\$110	\$150	\$80	\$100
Saturday 7p-12m	\$25	\$50	\$20	\$50
Sunday 6a-10a	\$45	\$50	\$25	\$35
Sunday 10a-3p	\$45	\$150	\$30	\$125
Sunday 3p-7p	\$80	\$165	\$45	\$145
Sunday 7p-12m	\$25	\$75	\$15	\$45
*ROS Monday-Friday 6a-7p	\$150	\$235	\$210	\$235
Monday-Sunday 12m-6a	\$2	\$5	\$5	\$5

Notes: The Preemptible time has a level of clearance between 50% and 60%. Station is available to take all local, state and federal races.

*Restriction no more than two (2) spots per hour can be purchased by a political candidate per station

*ROS Restriction, a maximum of four (4) ROS spots per day can be purchased across each station.

KBXX Dayparts	Preemptible Rate :60	Non-Preemptible Rate :60	Preemptible Rate :30	Non-Preemptible Rate :30
Monday-Friday 6a-10a	\$200	\$325	\$125	\$310
Monday-Friday 10a-3p	\$150	\$352	\$110	\$325
Monday-Friday 3p-7p	\$300	\$475	\$275	\$400
Monday-Friday 7p-12m	\$50	\$150	\$25	\$150
Saturday 6a-10a	\$15	\$65	\$50	\$100
Saturday 10a-3p	\$75	\$125	\$125	\$180
Saturday 3p-7p	\$125	\$200	\$125	\$190
Saturday 7p-12m	\$90	\$145	\$50	\$100
Sunday 6a-10a	\$35	\$75	\$15	\$50
Sunday 10a-3p	\$50	\$125	\$75	\$55
Sunday 3p-7p	\$50	\$125	\$20	\$125
Sunday 7p-12m	\$30	\$125	\$20	\$50
ROS Monday – Friday 6a-7p	\$150	\$355	\$210	\$225
Monday-Sunday 12m-6a	\$5	\$10	\$5	\$5

Notes: The Preemptible time has a level of clearance between 50% and 60%. Station is available to take all local, state and federal races.

*Restriction no more than two (2) spots per hour can be purchased by a political candidate per station *ROS Restriction, a maximum of four (4) ROS spots per day can be purchased across each station.

Radio One Houston

Non-Candidate/Issue Rate Card

Rates as of 9/9/16 - All rates subject to change

KROI Dayparts	Non-Preemptible Rate :60	Non-Preemptible Rate :30
Monday-Friday 6a-10a	\$125	\$85
Monday-Friday 10a-3p	\$100	\$40
Monday-Friday 3p-7p	\$125	\$85
Monday-Friday 7p-12m	\$45	\$35
Saturday 6a-10a	\$60	\$50
Saturday 10a-3p	\$65	\$55
Saturday 3p-7p	\$65	\$55
Saturday 7p-12m	\$30	\$25
Sunday 6a-10a	\$40	\$30
Sunday 10a-3p	\$35	\$25
Sunday 3p-7p	\$45	\$35
Sunday 7p-12m	\$25	\$30

Notes: Must fill out Issue Advertising Supplement to NAB PB-18

KMJQ Dayparts	Non-Preemptible Rate :60	Non-Preemptible Rate :30
Monday-Friday 6a-10a	\$500	\$400
Monday-Friday 10a-3p	\$350	\$250
Monday-Friday 3p-7p	\$525	\$450
Monday-Friday 7p-12m	\$85	\$65
Saturday 6a-10a	\$175	\$150
Saturday 10a-3p	\$250	\$185
Saturday 3p-7p	\$250	\$185
Saturday 7p-12m	\$100	\$85
Sunday 6a-10a	\$100	\$85
Sunday 10a-3p	\$200	\$170
Sunday 3p-7p	\$200	\$170
Sunday 7p-12m	\$50	\$40

Notes: Must fill out Issue Advertising Supplement to NAB PB-18

KBXX Dayparts	Non-Preemptible Rate :60	Non-Preemptible Rate :30
Monday-Friday 6a-10a	\$450	\$300
Monday-Friday 10a-3p	\$350	\$250
Monday-Friday 3p-7p	\$765	\$500
Monday-Friday 7p-12m	\$150	\$130
Saturday 6a-10a	\$100	\$85
Saturday 10a-3p	\$175	\$135
Saturday 3p-7p	\$200	\$175
Saturday 7p-12m	\$115	\$100
Sunday 6a-10a	\$75	\$50
Sunday 10a-3p	\$110	\$90
Sunday 3p-7p	\$130	\$100
Sunday 7p-12m	\$100	\$85

Notes: Must fill out Issue Advertising Supplement to NAB PB-18

Appendix 2

Disclosure Statement Certification



Disclosure Statement Certification

Candidate or Authorized Committee Name: _____

Representative: _____

Address: _____

Phone: _____

Method of Disclosure (check all that apply):

☐ Telephone _____ (person's name) on _____ (date)

☐ Mail _____ (person's name) on _____ (date)

☐ Email to _____ (person's name) on _____ (date)

☐ In person _____ (person's name) on _____ (date)

Station Representative (signature): _____

Candidate or Representative (signature): _____

Date: _____

By signing this document, I hereby certify that I am authorized to purchase political advertising on behalf of the above candidate and that I have received and reviewed a copy of Radio One's Political Broadcast Advertising Disclosure Statement, the terms of which shall govern such purchase.

Appendix 3

Federal Candidate Certification



Federal Candidate Certification

The undersigned hereby certifies that the broadcast matter to be aired pursuant to the agreement to which this certification is attached either (1) does not refer to an opposing candidate, or, if it does, (2) contains a personal audio statement by the candidate that identifies the candidate, the office being sought, and that the candidate has approved the broadcast.

Signature: _____

Printed: _____

Date: _____

This certification must be signed by the candidate or authorized signatory of the candidate's authorized committee or its agent. Without this certification, the candidate is not entitled to the station's lowest unit rate. The certification is not required for non-federal candidates.

Appendix 4
NAB PB-18 Agreement Form for
Political Candidate Advertisements
And
NAB PB-18 Agreement Form for
Non-Candidate/Issue Advertisements

AGREEMENT FORM FOR POLITICAL CANDIDATE ADVERTISEMENTS

(check applicable box)

☐ FEDERAL CANDIDATE

☐ STATE/LOCAL CANDIDATE

To Avail Themselves Of The Lowest Unit Charge During A Political Window, Federal Candidates Must Sign The Certification On Page 3

Station and Location:	Date:
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I, _____,

being/on behalf of: _____,

a legally qualified candidate of the _____

political party for the office of: _____

in the _____

election to be held on: _____

do hereby request station time as follows:

Broadcast Length	Time of Day, Rotation or Package	Days	Class	Times per Week	Number of Weeks

Attach proposed schedule with charges (if available):

I represent that the payment for the above described broadcast time has been furnished by:

and you are authorized to announce the time as paid for by such person or entity. I represent that this person or entity is either a legally qualified candidate or an authorized committee/organization of the legally qualified candidate.

The name of the treasurer of the candidate's authorized committee is:

This station has disclosed to me its political advertising policies, including: applicable classes and rates; and discount, promotional and other sales practices (not applicable to federal candidates).

THIS STATION DOES NOT DISCRIMINATE OR PERMIT DISCRIMINATION ON THE BASIS OF RACE OR ETHNICITY IN THE PLACEMENT OF ADVERTISING.

To Be Signed By Candidate or Authorized Committee

Date

Signature

To Be Signed By Station Representative

☐ **Accepted**

☐ **Accepted in Part**

☐ **Rejected**

Signature

Printed Name

Title

FEDERAL CANDIDATE CERTIFICATION

In Order For Federal Candidates To Receive The Lowest Unit Charge During A Political Window, The Following Certification Is Required:

I, _____

(name of federal candidate or authorized committee) hereby certify that the programming to be broadcast (in whole or in part) pursuant to this agreement:

☐ **does**

☐ **does not**

refer to an opposing candidate (check applicable box). I further certify that for the programming that does refer to an opposing candidate:

(check applicable box)

☐ the **radio** programming contains a personal audio statement by the candidate that identifies the candidate, the office being sought, and that the candidate has approved the broadcast.

☐ the **television** programming contains a clearly identifiable photograph or similar image of the candidate for a duration of at least four seconds, and a simultaneously displayed printed statement identifying the candidate, that the candidate approved the broadcast, and that the candidate and/or the candidate's authorized committee paid for the broadcast.

signature of candidate or authorized committee

printed name

date

AGREED UPON SCHEDULE

**(TO BE FILLED IN ONLY IF STATION DOES NOT ACCEPT ALL OF
CANDIDATE'S REQUEST)**

Broadcast Length	Time of Day, Rotation or Package	Days	Class	Times per Week	Number of Weeks

Attach proposed schedule with charges (if available):

AFTER AIRING OF BROADCASTS:

Attach invoices or Schedule Run Summary to this Form showing:

- 1) actual air time and charges for each spot;
- 2) the date(s), exact time(s) and reason(s) for Make-Good(s), if any; and
- 3) the amount of rebates given (identify exact date, time, class of broadcast and dollar amount for each rebate), if any.

Note: Because the FCC requires that the political file contain the actual times the spots air and the rates charged, that information should be included in the file as soon as possible. If that information is only generated monthly, the file should include the name of a contact person who can provide the times that specific spots aired and the rates charged. The FCC's online political files include a folder for "Terms and Disclosures." NAB suggests that, for stations subject to the online public file rule, the names of contact person(s) be placed in that folder.

AGREEMENT FORM FOR NON-CANDIDATE/ISSUE ADVERTISEMENTS

Station and Location:	Date:
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I, _____
do hereby request station time concerning the following issue:

Broadcast Length	Time of Day, Rotation or Package	Days	Class	Times per Week	Number of Weeks

This broadcast time will be used by: _____

**THIS PAGE MUST BE COMPLETED FOR PROGRAMMING THAT
"COMMUNICATES A POLITICAL MATTER OF NATIONAL IMPORTANCE."
FOR ALL OTHER ISSUE ADS, PLEASE GO TO PAGE 3.**

Programming that "communicates a political matter of national importance" includes (1) references to legally qualified candidates (presidential, vice presidential or congressional); (2) any election to Federal office (e.g., any references to "our next senator", "our person in Washington" or "the President"); and (3) a national legislative issue of public importance (e.g., Affordable Care Act, revising the IRS tax code, federal gun control or any federal legislation).

Does the programming (in whole or in part) communicate "a message relating to any political matter of national importance?"
☐ Yes ☐ No

For programming that "communicates a message relating to any political matter of national importance," list the name of the legally qualified candidate(s) the programming refers to, the offices being sought, the date(s) of the election(s) and/or the issue to which the communication refers (if applicable):

--

I represent that the payment for the above described broadcast time has been furnished by (name and address):

--

and you are authorized to announce the time as paid for by such person or entity (hereinafter referred to as the "sponsor").

List the chief executive officers or members of the executive committee or the board of directors below (or attach separately):

--

For programming that "communicates a message relating to any political matter of national importance," attach Agreed Upon Schedule (Page 5)

**THIS PAGE MUST BE COMPLETED FOR PROGRAMMING THAT
DOES NOT "COMMUNICATE A POLITICAL MATTER OF NATIONAL
IMPORTANCE"**

I represent that the payment for the above described broadcast time has been furnished
by (name and address):

--

and you are authorized to announce the time as paid for by such person or entity
(hereinafter referred to as the "sponsor").

List the chief executive officers or members of the executive committee or the board of
directors below (or attach separately):

--

TO BE COMPLETED FOR ALL ISSUE ADVERTISEMENTS

THIS STATION DOES NOT DISCRIMINATE OR PERMIT DISCRIMINATION ON THE BASIS OF RACE OR ETHNICITY IN THE PLACEMENT OF ADVERTISING.

The Sponsor agrees to indemnify and hold harmless the station for any damages or liability, including reasonable attorney's fees, that may ensue from the broadcast of the above-requested advertisement(s). ~~For the above-stated broadcast(s), the sponsor also agrees to prepare a script, transcript, or tape, which will be delivered to the station at least _____ before the time of the scheduled broadcasts.~~

TO BE SIGNED BY ISSUE ADVERTISER (SPONSOR)

Date	Signature	Contact Phone Number

TO BE SIGNED BY STATION REPRESENTATIVE

☐ **Accepted** ☐ **Accepted in Part** ☐ **Rejected**

Signature	Printed Name	Title

AGREED UPON SCHEDULE

For All Issue Advertisements That Communicate a Message Relating to Any Political Matter of National Importance

Broadcast Length	Time of Day, Rotation or Package	Days	Class	Times per Week	Number of Weeks

Attach proposed schedule with charges (if available):

AFTER AIRING OF BROADCASTS:

Attach invoices or Schedule Run Summary to this Form showing:

- (1) actual air time and charges for each spot;
- (2) the date(s), exact time(s) and reason(s) for Make-Good(s), if any; and
- (3) the amount of rebates given (identify exact date, time, class of broadcast and dollar amount for each rebate), if any.

Note: Because the FCC requires that the political file contain the actual time the rate for spots "communicating a political matter of national importance" air, that information should be included in the file as soon as possible. If that information is only generated monthly, the file should include the name of a contact person who can provide the times that and rates for specific spots aired. The FCC's online political files include a folder for "Terms and Disclosures." NAB suggests that, for stations subject to the online public file rule, the names of contact person(s) be placed in that folder.

Appendix 5
Issue Advertising
Supplement to NAB PB-18

Issue Advertising Supplement to NAB PB-18

This form is to be completed every time a request is made to purchase broadcast time for any issue advertising that communicates a message relating to any political matter of national or local importance (e.g., ballot or legislative issues of public importance).

This form must be placed in the station's local public inspection file together with the NAB PB-18 Agreement Form for Non-Candidate/Issue Advertisements and retained for two years, except in the case of local issue advertising.

Date of Request: _____ **Time:** _____

Issue Referred to: _____

Name of Purchasing Organization: _____

Purchaser Address: _____

Purchaser Telephone: _____

Purchaser Representative: _____

Board of Directors/CEO/Officers (List Separately):

Name of Agency: _____

Agency Representative: _____

Information Requested: _____

Received By: _____

Public File Date Prepared By: _____

Rates Charged for Spot: _____

Class of Time: _____

Schedule Details (attach order and broadcast contract): _____